

**BURNT STORE LAKES PROPERTY OWNER'S ASSOCIATION
MINUTES OF BOARD OF DIRECTORS MEETING
HELD IN THE BURNT STORE LAKES POA CONFERENCE ROOM
16500 BURNT STORE ROAD, UNIT #102, PUNTA GORDA, FL 33955**

SEPTEMBER 13, 2016

CALL TO ORDER, PROOF OF NOTICE and ROLL CALL

President Bob Pietrasanta called the meeting to order at 5:00 p.m. and opened with the Pledge of Allegiance. It was noted that the meeting Agenda was posted 9/9/16 online and at the kiosk in the Park. In addition, notification signs were placed at four entrances into Burnt Store Lakes on 9/9/16. Postings met the guidelines as set forth in the By-Laws. Sandy Funk, Secretary, took the roll call: Present were Bob Pietrasanta, President; Karen Bishop, Kate Ihrig, Bob Beahn and Rick Mathis, Directors at Large. Bob Lilley, Vice President; and Joyce Punt, Treasurer were absent. A quorum was present.

Public Input:

In attendance were Bob Reichert, Chris Peabody, Gerry Laxton, Vic Kapcsos, Bill Giandonato, Rich Elders, Dick & Betty Brooks, Terry Lindeman, Dave Moorehead, Rom & Frinee Mattesich, Ed Morris, Gregory Kelly, Daniel Cowen, and Marc Matthews (taken from the sign in sheet). Bob Pietrasanta asked if anyone would like to speak on a specific Agenda item and when that item is discussed they can address their question at that time. Bob stated that several in attendance represent a group interested in providing a storage area for RV's and boats. They will be recognized during the Long Range Planning agenda item.

DISPOSITION OF MINUTES

Bob Pietrasanta stated that the Minutes of the August 25, 2016 Board Meeting was sent to all Board members electronically. Bob Pietrasanta asked if there were any additions or corrections to the Minutes. Kate Ihrig noted that on page 3, under ARC, the reference to Anthem should be changed to Watchtower. There being no additional corrections, Rick Mathis motioned to approve the August 25, 2016 Minutes as corrected with Kate Ihrig seconding. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.***

TREASURER'S REPORT

In Joyce Punt's absence, Bob Pietrasanta presented the financial report ending August 31, 2016, the eleventh month into the fiscal year. He noted the cash position as of August 1, 2016 was \$620,411.12. Cash received was \$9,596.68 and included earned interest in the amount of \$143.62. Disbursements for the month of August were operating expenses in the amount of \$46,509.48 and reserves \$2,650.00. The cash position ending August 31, 2016 was \$580,848.32. Assessment Receivables were \$90,550.68. The balances in the money markets and checking accounts were noted. The operating expenses for August were approximately \$4,500 less than July, and typical for the eleventh month into the fiscal year. The breakdown of August's reserve expenses is: \$2,400 for drainage swale cutting, and \$250 to Banks Engineering for additional services in the Park. The amount of cash received in August was approximately \$107.00 less than July. Accounts receivable ending August 31, 2016 was down \$1,718 from July.

The current collection rate for the end of August 2016 was 96.8%. The collection rate ending August 2015 was 96.1%. *(The current collection is based on actual assessment and not 2 or more years in arrears plus interest and filing fees, or those on payment plans.)* There were a total of 62 property owners out of 2066 billed that have not paid their assessment, compared to 69 at the end of last month.

There being no questions on the financial report Kate Ihrig motioned to approve the August 31, 2016 Treasurer's Report and send forward for audit. Rick Mathis seconded the motion. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.***

MANAGER'S REPORT – Sandy Funk

Drainage – Bob Reichert reported that C&J Construction began work on the swale behind Peppercorn at Vagabond Circle. Excessive water delayed going further. Additional work will be done as the swales begin to dry out. He plans on starting the Sugar & Spice swale in about two weeks.

Suspend Voting Rights for those Delinquent in Assessments – Pursuant to Florida State Statute 720.305(4), property owners who are delinquent in the payment of any assessments, fees, fines or other monetary obligation due the Association for more than 90 days (March 30, 2016), an association may suspend the voting rights of a member for nonpayment. Kate Ihrig motioned to suspend the voting rights for the 62 property owners who are in arrears as of this date (as listed on the attached document). Rick Mathis seconded the motion. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.*** It was noted that if the assessments are current prior to the Annual Meeting, voting rights will be reinstated.

Allocate 2015-2016 Interest – Rick Mathis motioned with Karen Bishop seconding to approve allocating the interest income for the fiscal year 10/1/15 thru 9/30/16 to the Reserves Infrastructure line item. As of the August 31, 2016 financial report, we have received \$1,632.76 in interest income.

Legal Action: Delinquent Properties – Rick Mathis motioned with Karen Bishop seconding to go forward with foreclosing on five (5) properties (85106, 85107, 87901, 89005, and 96101). The demand letter sent by our attorney to each property owner did not result in payment. The next step is the foreclosure process. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.*** Also reported is the impending tax sale of two (2) properties schedule for September 27th (83107 and 83124). Liens are in place for both lots. The bidding should exceed the assessments owed which will result in our being able to submit a claim to the County. After discussion, Rick Mathis motioned to bid not to exceed \$5,000 on Lot 83107, with Bob Beahn seconding. ***The motion passed with Pietrasanta, Ihrig, Beahn and Mathis voting aye. Karen Bishop opposed.***

Annual Meeting – All Annual Meeting packets were printed and mailed out today (9/13/16). MBA (printer) provided us with a notarized affidavit of mailing which must be at least 30 days prior to the meeting (October 15th) as required by the by-laws. Most of the directors have given their input for the slide presentation to Deanna. A run through will be at the October 11th Board Meeting and any changes necessary will be made at that time.

Policy #3B, Clean Site Program – Since this policy was put in effect in 2007, it is recommended that ARC review it and update as well as consider increasing the amount of deposit from \$500 to at least \$1,000. The current amount at today's costs would not be sufficient to clean up a jobsite if necessary. The Board agreed to have ARC review the policy and bring back to the Board for approval.

Pending Sale of Tract A&B (Sunset Palms) – Office staff received an estoppel from Farr Law firm for the pending sale of the north and south sides of the Sunset Palms condominium site. According to Sunset Palms documents, the project must be completed as originally planned. In discussion with the President of Sunset Palms, drainage issues are of major concern to both Sunset Palms and BSLPOA. He has requested copies of the original SWFWMD drainage plans of which we will be provided a copy. Any construction will be phased and begin on the south end since the utilities are already installed. Sunset Palms is in agreement that joint meetings between them, BSLPOA and the developer be held prior to submission to the County for permitting.

LONG RANGE PLANNING (LRP) – Karen Bishop

Karen reported that the electric meter and wiring to the Rio Togas entrance for irrigation as well as providing electric to the security gate is \$3,275. A quote has been received from Bennett Electric. Rick Mathis motioned and Kate Ihrig seconded to approve the expenditure in the amount of \$3,275 to Bennett Electric for these services. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.*** Karen also stated that the pump and irrigation are approximately \$2,500. The total for these two items is \$5,775. No motion requested at this time. The landscaping for both sides of the entrance to the driveway on Rio Togas is approximately \$8,000. The cost from Action Doors for the security gate is \$4,996. No motion requested at this time for these items. To complete all phases of the driveway it will cost a total of \$18,771.

Karen stated that she would like to continue as the Board Liaison to the LRP Committee. She gave kudos to Vic Kapcsos for his superb contributions in getting the driveway and multi-use path completed. Vic has assumed the Chair responsibility for this coming year. LRP has several projects for next year: (1) Third Pavilion; (2) New Barbeque Area (both funded 2016-2017); and plans and permits only for a new storage shed (\$5,000 in 2016-2017 budget). Funding for final costs expected in 2017-2018 budget.

Bob Pietrasanta recognized Pete Kelly and Marc Matthews regarding a request to provide an RV/Boat storage area in Burnt Store Lakes. Marc stated several property owners were contacted who are interested in a facility. He noted an area in the Park; however, it is behind vacant lots off Acapulco which may present a concern for these property owners. There are several items to be researched—location, permitting and environmental issues, insurance/liability, proposed charge fee (and administration thereof), future maintenance costs, and controlled access. The Board requested that a representative of 2-3 interested persons who would like to pursue this facility, attend the next LRP meeting scheduled for September 23rd at 3:00 p.m. and be prepared to give a presentation.

SAFETY & PREPAREDNESS and PARK STATUS – Rick Mathis

Rick had nothing to report on Safety & Preparedness. He reported that the Park is infested with a caterpillar that was invasive at the Potluck on Sunday. After discussion, Rick was tasked with researching costs from pest control companies to treat the Park.

MECHANICAL & MAINTENANCE – Bob Beahn

Bob Beahn reported that the volunteers are doing a good job with mowing various sections of the community, i.e., multi-use path, etc. There are three dead trees that he will obtain prices to remove. All royal palms will be fertilized in October. Bob also spoke to A&L Landscaping regarding trimming all the Washingtonians in October according to contract. It was noted that the queen palms in the park have not been fertilized. Rick reported that a tree has fallen in Bear Branch Creek near the small shed which should be removed. Since it is only accessible by boat, it was decided to have Suncoast Environmental remove the tree when they come in January or February to trim the mangroves.

LAKES WATER QUALITY – Bob Lilley

In Bob Lilley's absence, it was reported that one of the aeration compressors at Ibis Lake was malfunctioning and was replaced by Superior (lake contractor) on September 8th.

COMMUNICATIONS – Kate Ihrig

Kate Ihrig reported there were two CIN messages sent since the last Board of Directors meeting on 8/25/16. Both messages announced special budget meetings on 8/28 and 9/2. She also stated that the picnic on Sunday was attended by 90 people.

BEAUTIFICATION & ENHANCEMENT – Kate Ihrig

The landscaping at the Cape Horn Entrance should be installed by next Wednesday, September 21st (weather permitting). One of the problems has been the inability to obtain sod. There is a shortage due to excessive rains. Kate thanked Mary Jane Kamper and Kathy Coliadis for planting a test area in the Saragossa roundabout. They also planted bromeliads in the Park. Office staff reported that a phone call was received from Mr. & Mrs. Goin who live on Stork Lake. They requested consideration of plantings on the opposite side of the lake to shield Burnt Store Road. This was turned over to LRP for possible implementation. Access to the lake for treatments is to be considered.

COMMUNITY STANDARDS – All

Bob Pietrasanta reviewed the items on the report. There is difficulty in getting members together to hold a fining committee meeting for 86905. A hearing will also be scheduled for 85803. At Bob's request, Kate looked at the trash cans at 84205 to see if they are adequately concealed behind a hibiscus 'tree'. She suggested contacting the owners again regarding alternative ways to obscure from view. Bob also suggested that ARC look at the new house under construction at Dill and Rio Togas. They are installing a concrete enclosure to conceal trash cans; however, it is near the front steps. ARC may come up with an alternative plan for the side of the house. The owners are concerned about it being too open on the side. Karen noted that 89310 should be notified to proceed with roof cleaning. It was on hold until the new house under construction is completed. However, the construction is delayed indefinitely.

ARCHITECTURAL REVIEW (ARC) – Joyce Punt

At the recommendation of ARC, Kate Ihrig motioned with Karen Bishop seconding, to approve the exterior paint and trim color change at 92304. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.*** There are four (4) homes waiting for final inspection by ARC in order to close out the file along with a new pool construction and enclosure shield. There are 12 new homes under construction, and 12 waiting for new home plans to be submitted as well as one new pool construction. Karen expressed concern about Casa Del Sol as a builder. One item she mentioned was the lack of a drainage pipe under the paver driveway on Yosemite. Bob Reichert stated he looked at this project and determined that the water flows in both directions and a pipe is not necessary. However, there is concern about the contractor destroying the swales in either side of the property. Rick reported that the roundabout sign at Saragossa still remains on the ground. The pool contractor for Fero Construction is responsible and should reinstall the sign properly.

COUNTY RELATED ITEMS

SCCC – The South Charlotte County Coalition (SCCC) will not be meeting until September 22nd.

MSBU –The next meeting is scheduled for October 4th.

MISCELLANEOUS ITEMS

Adopt An Area – Karen Bishop handed out a revised draft of "Adopt an Area" (Policy #23). The only comments she received other than Bob Pietrasanta's, was from Joyce Punt. She was not in favor of the policy as it stands. She feels it is ambiguous to rely on neighbors to "report" situations they feel need attention/action. It is very subjective and it might lead to residents thinking we are going to pay for "improvements" in their area. Also, she feels it's a liability on the Association. Karen stated that the policy is referring to "common" and not private areas, and for "maintaining"—not improving. Changes were suggested for the Purpose and Scope of the policy. Karen reminded the Board that there will be a Board liaison and a committee chair. The policy was not adopted at this meeting.

NEW BUSINESS

Vic Kapcsos recognized Bob Reichert for his contributions to the LRP Committee. He is resigning since he will be a Board member in October. Vic also recommended that Bill Lewis and Chris Peabody be seated as members of the LRP Committee.

Dick Brooks noted the he paid to have the Washingtonian palm trimmed in front of his house. He also pointed out that these palms are creating a drainage blockage since they have been planted in the County swale(s). It was noted that the Association is aware of this and reported that a County permit was obtained and area staked at the time the palms were planted.

ADJOURNMENT – Rich Mathis motioned to adjourn the meeting at 6:50 p.m. with Kate Ihrig seconding. ***The motion was unanimously passed with Pietrasanta, Bishop, Ihrig, Beahn, and Mathis voting aye.***

OPEN FORUM – No comments.

Respectfully submitted,

Sandra J. Funk, Secretary
To the Board of Directors
Community Association Manager

This next meeting of the Board of Directors will be held on **Tuesday, October 11, at 5:00 p.m.** in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing)

September 17, 2016